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MEMORANDUM

To: CMAP Board and Committees

From: CMAP Staff

Date: January 4, 2012

Re: Local Technical Assistance Program Update

The CMAP Board and committees will be receiving regular updates on the projects being undertaken through the Local Technical Assistance (LTA) program, including those receiving staff assistance and grants. To date, 45 local projects have been kicked off. Of these, 26 projects are fully underway and one has been completed. Many of the projects that have been kicked off but are not fully underway are grants which are in the administrative stage; others involving staff assistance are being scheduled to get underway in several months, based on staff availability.

The first LTA project to be completed is the *Homes for a Changing Region* project covering four communities in south Cook County. This was a joint project with the Metropolitan Mayors Caucus and Metropolitan Planning Council. Final design and layout of the report is currently underway.

Further detail on LTA project status can be found on the attached project status table.

ACTION REQUESTED: Discussion.

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Projects Currently Underway

Project	CMAP	Timeline	Assistance	Status and notes
	lead		type	
Addison comprehensive	Sam	July 2011 -	Staff	Underway. Existing conditions report completed and submitted to Village
plan (see <u>project</u>	Shenbaga	June 2012	assistance	staff for review. Recommendations memo currently being drafted and to be
website)				submitted to Village by January 6.
Algonquin downtown	Hala	TBD	Grant	Preliminary review of proposals completed and consultant interviews
plan	Ahmed		funds	complete. Follow-up interviews with 2 finalists taking place first week of
				January 2012. Village Board will consider/approve consultant selection end
				of January.
Alsip comprehensive	Sam	Feb. 2012 -	Staff	The comprehensive plan process is expected to begin in February. Village
plan	Shenbaga	Jan. 2013	assistance	staff has completed SWOT analysis and also collected input from elected
				officials. Compilation of input underway. 16-member Steering Committee
				has been formed for the project.
Berwyn comprehensive	Sam	June 2011 -	Staff	Underway. Preliminary recommendations memo completed and submitted
plan (see <u>project</u>	Shenbaga	May 2012	assistance	to BDC staff for review on December 8. Creation of Future Land Use Map
website)				underway. Working with Public Health Institute to conduct a Health Impact
				Assessment after adoption of Comprehensive Plan.
Blue Island	Sam	Apr. 2011 -	Staff	Underway. Recommendations memo finalized based on City staff feedback.
comprehensive plan (see	Shenbaga	Mar. 2012	assistance	Draft future land use map completed and to be presented at next Plan
<u>project website</u>)				Commission meeting in January. Working with City staff to identify
				potential projects for Chicago Community Trust funding.
Bronzeville Alliance	Sef Okoth	Phase 1:	Staff	Underway. Phase 1 of project was led by Metropolitan Planning Council
Retail corridor study		Apr. 2011-	assistance	(MPC), with CMAP in supporting role. The draft Strategy Report produced
(see <u>project website</u>)		Jan. 2012		in Phase 1 is undergoing final review and edits. Phase 2 led by CMAP is
				underway. Staff presented the project to the 4th Ward Alderman (Will
		Phase 2:		Burns) on December 12 and gained his support. Staff met with the City and
		Nov. 2011 –		key stakeholders to build consensus on the composition/structure of the
		Dec. 2012		steering committee and to address issues raised by the two local Aldermen.
				Planning phase and public engagement to kick-off in January.
Campton Hills	Jason	Apr. 2011 -	Staff	Underway. Existing conditions report, visioning, and three public meetings
comprehensive plan (see	Navota	May 2012	assistance	complete. Draft policies, goals, and recommendations are under revision
project website)				following initial review by Plan Commission. Separately funded,

				complementary Village Center planning process is complete.
Carpentersville "Old	Trevor	Sept. 2011 -	Staff	Underway. Staff is currently working on the Draft Plans and
Town" Area Action Plan (see <u>project website</u>)	Dick	Feb. 2012	assistance	Recommendations. Multiple concepts have been created that are being reviewed by Village Staff. Following staff review, the concepts will be presented to the Planning and Zoning Commission, and then shown at a public open house and posted on the MetroQuest site for comment. A final preferred concept will then be compiled and a Draft Plan will be produced.
Chicago "Green and	Jason	Mar. 2011 -	Staff	Underway. First phase (data collection and mapping) complete and
Healthy Neighborhood" plan for Englewood, Woodlawn, and Washington Park (see project website)	Navota	Sept. 2012	assistance	summarized in Draft Existing Conditions Summary posted online. Second phase focused on planning and outreach is underway, including group tours of 'catalytic' project areas and corridors. Housing and retail analysis are underway.
Chicago Housing	Sef Okoth	TBD	Grant	RFQ release is expected in January. In addition to grant funds, CMAP will
Authority LeClaire			funds and	be providing staff assistance related to outreach to nearby suburban
Courts redevelopment			staff	municipalities and analysis related to LEED-ND certification. Project
			assistance	promotional materials and maps produced by staff will be updated once the final version of the RFQ is confirmed. Negotiations are underway to acquire additional properties to be added to the redevelopment site. The Working Group will meet on January 17 to get updates on the changes made on the RFQ.
Developing	Kendra	Oct. 2011 -	Staff	Underway. CMAP is continuing work on a quantitative analysis of the
Communities Project	Smith	Sept. 2012	assistance	project area. CMAP/CURL/DCP project oversight committee met on
support for CTA Red				December 7. The committee began to develop potential focus group
Line extension				questions and targets to outreach to. Focus group planning will continue through January and interviews will begin late winter through the spring.
Downers Grove bicycle	Hala	TBD	Grant	The Village's procurement process is underway and a decision on consultant
and pedestrian plan	Ahmed		funds	selection is expected in early January/February.
Elburn comprehensive	Bob Dean	TBD	Grant	The Village Board approved the IGA with CMAP in December, and the
plan			funds	procurement process is currently underway.
Elgin sidewalk gap and	Lindsay	TBD	Grant	Elgin's City Council approved the IGA at their December meeting, and RFP
transit stop study	Banks		funds	has been released.
Elmwood Park	Nicole	June 2011 -	Staff	Underway. Staff is completing the existing conditions report and looks
comprehensive plan (see	Woods	May 2012	assistance	forward to presenting the report to the Village in early 2012 and holding the

project website)				visioning workshop in February.
Evanston water	Amy	Dec. 2011 -	Staff	Underway. Met with Evanston staff in December. Discussed program
efficiency program	Talbot	June 2012	assistance	outline and assigned tasks for program development.
Glen Ellyn downtown	Lindsay	TBD	Grant	The resolution and IGA are complete, and the community is developing the
streetscape and parking	Banks		funds	RFP to select a consultant.
study				
Hanover Park corridor	Stephen	Dec. 2011 -	Staff	Underway. Working with the Village and CMAP, ULI Chicago developed
study	Ostrander	Apr. 2012	assistance	agreement documents for ULI Technical Assistance Panel (TAP) program to
			and small	be held in April, including scope of work, sponsor responsibilities, and
			grant	tentative agenda for two-day panel. In next few months, CMAP will be
				assisting ULI Chicago with the collection of information and data on existing
				conditions in the corridor, Village, and sub-region, in support of the
				development of the "briefing book" provided to TAP participants.
Hillside comprehensive	Hala	TBD	Grant	The resolution and IGA are complete, and the community is developing the
plan	Ahmed		funds	RFP to select a consultant. RFP will be released in January 2012.
Joliet "Old Prison"	Pete	July 2011 -	Staff	Underway. Draft of existing conditions report is complete and undergoing
redevelopment	Saunders	Jan. 2012	assistance	internal review. ULI Technical Assistance Panel (TAP) will tour prison on
(see project website)			and small	January 17. Panel will convene in Joliet January 24-25.
			grant	
Kane County local food	Amy	TBD	Staff	Resolution and MOU up for Board approval in January. Extensive CMAP
project	Talbot		assistance	involvement expected to begin in early 2012.
Lake County	Kristin	Feb. 2012 -	Staff	Scope of work is being developed through discussions with the County.
sustainability plan	Ihnchak	Jan. 2013	assistance	Introductory presentation to the Planning, Building, & Zoning Committee
				will take place on January 10; project initiation is expected in February. The
				Delta Institute and Openlands are both on contract to assist with some plan
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Lake Zurich	Amy	FebDec.	Staff	Underway. Final report currently being prepared. Expected completion is
comprehensive water	Talbot	2011	assistance	in early 2012.
resources project Lakemoor	Nama Dast	Nov. 2011 -	Staff	He dament Data callestion and manning and amount Eviation Conditions
	Nora Beck	Oct. 2011 -		Underway. Data collection and mapping underway; Existing Conditions
comprehensive plan		Oct. 2012	assistance	report is approaching draft stage. Initial engagement of Village Board will
Liberty Prairie	Jessica	Aug 2011	Staff	occur on January 12; first Public Meeting scheduled for January 19. Underway. Collecting responses from agricultural stakeholders to a survey
Conservancy local food	Simoncelli	Aug. 2011 - June 2012	assistance	instrument identifying barriers to sustainable farming in Lake County.
Conservancy local 1000	Jinonceni	June 2012	assistance	modument identifying partiers to sustainable farming in Lake County.

system plan (see <u>project</u> website)				Concurrent research on policies that affect food systems is being conducted in partnership with Openlands, with a briefing paper on relevant policies in development. Draft of existing conditions for the Liberty Prairie Reserve Master Plan to be completed by early February. Outreach to local officials in Lake County occurring through March.
McHenry County subarea plan	Jack Pfingston	Dec. 2011- Sept. 2012	Grant funds	Underway. County has entered grant agreement with CMAP and has completed their procurement process. A kickoff was held December 9. This project will be managed by the County as an extension of their contract with Camiros, a planning consulting firm, to assist with the creation of a Unified Development Ordinance. CMAP provided the county with some initial data and is coordinating with both the county and Camiros in providing additional data.
Morton Grove industrial areas plan	Trevor Dick	Jan-Oct. 2012	Staff assistance	Scope of work is being developed through discussions with Village staff. A draft Scope of work and MOU will be sent to the Village for review and adoption is scheduled to occur at the Village Board's meeting in late January/early February.
New Lenox corridor plan	Pete Saunders	TBD	Grant funds	Resolution and grant agreement passed by Village Board in December. Village will begin RFP process in January and make a consultant selection by March.
Niles sustainability plan	Kristin Ihnchak	Mar. 2012- Feb. 2013	Staff assistance	Scope of work is being developed with Village staff. Project initiation expected in March.
Norridge comprehensive plan (see <u>project</u> <u>website</u>)	Trevor Dick	May 2011 - Mar. 2012	Staff assistance	Underway. The project team is now working on the draft plan recommendations. Draft plan will be presented to the Steering Committee in January.
Northlake comprehensive plan	Trevor Dick	MarNov. 2012	Staff assistance	Discussions with the community are underway. Project kickoff expected in March.
Northwest Suburban Housing Collaborative "Homes for a Changing Region" project in northwest Cook	Drew Williams- Clark	FebSept. 2012	Staff assistance	The NSHC steering committee voted to approve a memorandum of agreement and scope of work. CMAP work will begin in earnest in February.
Oak Park water conservation program	Amy Talbot	Aug. 2011 - Mar. 2012	Staff assistance	Underway. Scheduled two outreach opportunities for early January. Residential survey continued until end of 2011.
Orland Park water	Hala	Nov. 2011 -	Staff	Underway. Project goals and objectives were drafted following the

conservation ordinance	Ahmed	Mar. 2012	assistance	December Steering Committee meeting. Preparations are underway for a public participation meeting, date to be determined.
Park Forest sustainability plan (see project website)	Kristin Ihnchak	June 2011 - Apr. 2012	Staff assistance	Underway. Sustainability Assessment (existing conditions report) is being finalized based on public and Village input. MetroQuest web tool is online and was used as an interactive tool during the November 30 th public workshop to gauge preferences on potential strategies to implement Plan goals. Plan development is now underway, with a first draft expected in late January/early February. Center for Neighborhood Technology (CNT) is on contract to assist with Energy and Water Plan elements.
Plainfield downtown	Pete	TBD	Grant	Village procurement process is underway and a consultant selection is
transportation plan	Saunders		funds	expected in January.
Riverside downtown	Trevor	JanOct.	Staff	The MOU and Scope of work will be presented to the Village Board at its
area plan	Dick	2012	assistance	January 16 meeting. Prior to the Board meeting, CMAP staff will be meeting with Village to kick off the planning process (during the second week of January).
South Suburban Mayors	Nicole	June 2011 -	Staff	Underway. Tool testing and refining is underway. CMAP looks forward to
and Managers Association (SSMMA) housing investment prioritization (see project website)	Woods	Apr. 2012	assistance	meeting and presenting the final tool to the Project Advisory Committee in February.
Waukegan planning prioritization report	Stephen Ostrander	Oct. 2011 - Jan. 2012	Staff assistance	Underway. December work included necessary interviews with key stakeholders in the City of Waukegan, along with analysis and summarization of past plans, studies, etc. All information and feedback from stakeholders will be taken into consideration as CMAP staff prepares report on planning priorities to help guide future CMAP LTA involvement and other City planning initiatives.
Westchester	Samantha	Nov. 2011 -	Staff	Underway. First Steering Committee meeting held on December 1 to
comprehensive plan	Robinson	Oct. 2012	assistance	discuss scope, schedule, and public involvement strategy. Steering Committee also participated in a SWOT exercise. Outreach slated to begin in January. First public meeting scheduled to take place February 2.
West Cook Housing	Drew	May 2011 -	Staff	Underway. Existing conditions and market estimate market projections
Collaborative, phase 1:	Williams-	Feb. 2012	assistance	have been completed. Subregional analysis and recommendations have
"Homes for a Changing	Clark			been presented and feedback received. Draft municipal recommendations

Region" project in west				were discussed with staff in December. Feedback has been received, but
Cook (see <u>project</u>				more will be solicited in January. Reports will be drafted in January and
website)				February.
West Cook Housing	Drew	FebAug.	Staff	The collaborative has received a HUD Community Challenge grant for
Collaborative, phase 2:	Williams-	2012	assistance	creation of a land bank and supporting planning work. CMAP will
Challenge Grant support	Clark			participate in the planning activities. Work expected to begin in February.
Wheeling active	Lindsay	Jan-Oct.	Grant	Underway. The Village Board adopted a resolution on November 7 to
transportation plan	Banks	2012	funds	execute a contract for consulting services with Active Transportation
				Alliance. Developing the Steering Committee is the next task and work is
				expected to begin in January.
Will County subarea	Trevor	May 2011 -	Staff	Underway. The draft plan is being prepared. A Steering Committee
plan for Fairmont (see	Dick	Jan. 2012	assistance	meeting will be held in early January to approve the Draft Plan followed by
project website)				a public open house to view and discuss key recommendations.

Completed Projects

Project	CMAP	Completion	Assistance	Implementation status
	lead	date	type	
Homes for a Changing	Drew	Dec. 2011	Staff	The project was conducted in partnership with MMC and MPC. Each of the
Region project in south	Williams-		assistance	four communities covered by the project has follow-up LTA projects. One,
Cook (see <u>project</u>	Clark			the Park Forest sustainability plan, is currently underway; the others
website)				include future projects in Hazel Crest, Lansing, and Olympia Fields.

Other Projects

For the other projects on the "higher priority" project list, scoping is underway. During 2012, new projects will be initiated as existing projects are completed or as additional resources become available.